

# Job Title: CIVIL ENGINEER V - PROJECT DEVELOPMENT ENGINEER - IPR#46577

**Agency :** Department of Transportation

**Closing Date/Time:** 06/02/2023

**Salary:** \$6,445 - \$10,210 Monthly

**Job Type:** Salaried Full Time

**County:** Sangamon

**Number of Vacancies:** 2

**Plan/BU:** NR916 - Protech Teamsters

**\*This position is covered by the Revolving Door Prohibition policy.**

**This position is a union position; therefore, provisions of the relevant collective bargaining agreement/labor contract apply to the filling of this position.**

**All applicants who want to be considered for this position MUST apply electronically through the [illinois.jobs2web.com](https://illinois.jobs2web.com) website. State of Illinois employees should click the link near the top left to apply through the SuccessFactors employee career portal.**

**Applications submitted via email or any paper manner (mail, fax, hand delivery) will not be considered.**

## Agency Mission Statement

The Illinois Department of Transportation is seeking to hire Project Development Engineers.

The IDOT team works diligently to provide safe, cost-effective transportation for Illinois in ways that enhance quality of life, promote economic prosperity and protect our environment. We are problem solvers and leaders, constantly searching for innovations and improvements in support of our commitment to providing the best multimodal transportation system for Illinois.

Our team fosters a culture of inclusivity. We value diversity and hold ourselves to the highest ethical standards as we work together for a common purpose. Team members frequently collaborate with colleagues and others outside the department to best meet customer needs.

The department offers extensive training and career advancement opportunities. Employees also receive a robust benefit package including:

- Monday-Friday work schedule
- Flexible work schedules are available in many program areas.
- Health, Life, Vision, and Dental Insurance
- Pension Plan
- (10) Weeks paid Maternity/Paternity Leave
- Deferred Compensation Program and other pre-tax benefit programs (Medical/Daycare)
- Employees earn (12) paid Sick Days annually.
- New Employees earn (10) paid Vacation Days their first year of service and can earn up to (25) paid Vacation Days annually.
- Employees earn (3) paid Personal Days annually.
- (13-14) paid holidays annually (based on start date)
- Tuition Reimbursement

We invite qualified applicants to apply to become part of our team. We are confident that you will take pride in serving Illinois and its residents and visitors.

## Job Responsibilities

This position is accountable for providing technical guidance; coordination; evaluation; and approval of location, design, and environmental reports for local public agency (LPA) projects. The incumbent provides oversight in the implementation of the motor fuel tax (MFT) maintenance and construction programs administered by each district's Bureau of Local Roads and Streets and LPAs.

Miles of local agency highways: 140,000

LPAs served: 2,850

Annual program:

Local federal-aid (FA) projects: 400

Local FA funds: \$300 million

State funds (township bridge, economic develop and truck access): \$150 million

MFT funds: \$400 million

This position reports to the Local Studies and Plans Engineer. There are no subordinates reporting to this position.

This position works in an environment that is responsible for providing technical guidance and coordination for LPA projects. This includes coordinating evaluations necessary for the department's approval of the location, environment, and design phases of projects for all local FA programs. These evaluations provide specific guidance and direction to regions/districts, LPAs, and their consultants in the development of location, design, and environmental reports that are vital in obtaining state and federal approval for LPA improvements. The incumbent oversees the environmental review of MFT projects and provides administrative direction to the district bureau chiefs on matters involving MFT policy and procedure interpretations, the operation of the Illinois Highway Code, and the use of MFT and various FA funds. The incumbent provides a broad range of engineering and statutory guidance and advice to each district's Bureau of Local Roads and Streets personnel and LPA officials for urban and rural transportation facilities. This is a unique position in that it has final departmental approval on selected projects at periodic district project coordination meetings. This process includes extensive working knowledge of location and design techniques, geometric policies and other engineering applications, and the ability to interpret federal and state environmental laws and regulations regarding their application to LPA projects.

The greatest challenges in this position are attaining the most cost-effective alternative for each LPA project, being consistent with the transportation needs of the LPA and the state and assuring protection of the environment. The resolution of problems which arise in the developmental phase of projects including the public involvement process is key. Typically, this position must ensure that new state and federal regulations, which are sometimes retroactive, are incorporated in the appropriate projects. Consistent application of MFT policies and procedures across LPAs and districts is a key determinant in oversight of the MFT program.

### **(Job Responsibilities continued)**

The incumbent coordinates environmental surveys for local projects with the Bureau of Design and Environment (BDE). The incumbent determines which projects can be developed as being categorically excluded from the National Environmental Policy Act (NEPA) process and when appropriate, obtains the concurrence of the Federal Highway Administration (FHWA). The incumbent reviews environmental assessments and recommends approval to the FHWA. The incumbent coordinates review of environmental impact statements with the BOE and provides the department's recommendation on environmental documents to the FHWA. The incumbent resolves a wide range of design problems, reviews Project Development Reports (PDR), reviews intersection design studies, and recommends approval of design exceptions by the department for LPA projects under federal exempt status and MFT procedures. S/He coordinates design approvals with the BOE for LPA projects involving the state highway system. The incumbent participates in the project coordination meetings for assigned districts with district, LPA, and FHWA representatives.

The incumbent has authority to approve level one exceptions from policies within the established limits shown in the Bureau of Local Roads and Streets Manual. Only those matters which are outside of the broad limits of established policy and procedures are referred, with recommendations, to the Local Studies and Plans Engineer. The incumbent's actions are governed by federal and state law, FHWA directives and policies, federal regulation, and MFT policies and procedures. The incumbent is constrained by department rules and regulations.

The incumbent has frequent contact with staff in the Local Policy and Technology Unit, Local Planning and Programming Unit, and the Projects Support Unit within the Bureau of Local Roads and Streets; district Bureau of Local Roads and Streets personnel; the Bureau of Research; and the bureaus in the Office of Highways Project Implementation along with their counterparts in the districts. Externally, the incumbent is in contact with other state

agencies, federal agencies, LPAs, and their engineering consultants. The incumbent also has contact with citizens who make written, email, or telephone inquiries to the Office of the Governor, Secretary of Transportation, or other state agencies regarding the maintenance, construction, or design features of LPA highway systems. The incumbent is assigned specific collateral duty areas and is responsible for answering questions and keeping up to date on the assigned area. The incumbent may be assigned to represent the department at FHWA process reviews related to these collateral duty areas. Frequent statewide travel with overnight stays is required for field investigations of specific projects.

The effectiveness of this position is measured by the timely approval of LPA's transportation projects which results in a safe and cost-effective local highway system.

### **Principal Accountabilities**

1. Ensures that LPA projects are developed, accomplished, and financed within legal and technical constraints.
2. Recommends departmental concurrence in categorical exclusions and recommends FHWA action on environmental assessments, environmental impact statements, and other NEPA related environmental documents for local FA projects.
3. Recommends departmental approval of design and location studies for local FA projects.
4. Represents the department at the district coordination meetings to give guidance and direction to districts, LPAs, and consultants and to exercise departmental approval on location and design studies, policy variances, and categorical exclusions for selected local projects.
5. Guides and directs the districts and LPAs in developing projects which are safe, cost effective, environmentally sound, consistent with the transportation needs of the state, and in compliance with state and federal regulations.
6. Coordinates environmental surveys for local projects with the BDE.
7. Provides liaison between various agencies to expedite the approval of proposed LPA projects.
8. Initiates and provides input into new and existing policies, procedures, and materials specifications.
9. Performs duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.
10. Performs other duties as assigned.

### **Qualifications**

#### **Position Requirements**

- Current registration as a Licensed Professional Engineer in the state of Illinois
- Five years of experience in civil engineering
- Valid driver's license
- Frequent statewide travel with overnight stays

#### **Position Desirables**

- Working knowledge of modern methods and procedures of public works engineering
- Strong oral and written communication skills
- Ability to lead discussions with large groups
- Ability to maintain harmonious relationships with employees, agency officials, and the general public
- Ability to plan, organize, and execute program development and policies

**Work Hours:** 8:00 A.M. - 4:30 P.M. Monday-Friday

**Work Location:** 2300 S Dirksen Pkwy Springfield, IL 62764-0001

**Office:** Office of Highways Project Implementation/Bureau of Local Roads and Streets

**Agency Contact:** DOT.CONTACTHR@ILLINOIS.GOV

**Job Family:** Transportation; Science, Technology, Engineering & Mathematics

### **APPLICATION INSTRUCTIONS**

Use the "Apply" button at the top right or bottom right of this posting to begin the application process.

If you are not already signed in, you will be prompted to do so.

State employees should sign in to the career portal for State of Illinois employees – a link is available at the top left of the [Illinois.jobs2web.com](https://illinois.jobs2web.com) homepage in the blue ribbon.

Non-State employees should log in on the using the "View Profile" link in the top right of the [Illinois.jobs2web.com](https://illinois.jobs2web.com) homepage in the blue ribbon. If you have never before signed in, you will be prompted to create an account.

If you have questions about how to apply, please see the following resources:

State employees: Log in to the career portal for State employees and review the [Internal Candidate Application Job Aid](#)

Non-State employees: on [Illinois.jobs2web.com](http://Illinois.jobs2web.com) – click “Application Procedures” in the footer of every page of the website.

The main form of communication will be through email. Please check your “junk mail”, “spam”, or “other” folder for communication(s) regarding any submitted application(s). You may receive emails from the following addresses:

- [donotreply@SIL-P1.ns2cloud.com](mailto:donotreply@SIL-P1.ns2cloud.com)
- [systems@SIL-P1.ns2cloud.com](mailto:systems@SIL-P1.ns2cloud.com)